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HEALTH & FAMILY WELFARE DEPARTMENT

RESOLUTION

The 29th March, 2016

Subject : Guideline for granting no-objection Certificates to Physiotherapy Institutions for conducting Bachelor degree of Physiotherapy course (BPT) in the State.

(a) “**Physiotherapy**” means a health care profession which includes assessment, examination, interpretation, diagnosis, planning, and implementing treatment plan and rehabilitative programs that improve or restore human motor functions, maximize movement ability, relieve pain syndromes, prevent and treat physical challenges associated with injuries, diseases and other impairments using broad range of physical therapies and techniques, but not limited to exercises, mobilization, manipulation, mechanical and electrotherapy modalities, activities and devices”

Due to non-availability of any regulatory mechanism for such course, no-objection Certificates were granted in a subjective manner. In order to obviate the difficulties, Government, after careful consideration, have been pleased, to frame the following indicative minimum standards for an institution up to 40 in-take capacity to conduct the course in the State:—

1. APPLICATION :

Any person/institution/trust/society, who has established an institution before the date of this resolution or intending to open new college/course from the academic year, 2016-17 onwards shall seek the permission of the State Government for issue of no-objection Certificate within a period of two months from the date of issue of this resolution. They must apply in prescribed application format as in *Annexure-A* to Director of Medical Education and Training (DMET), Odisha, along with the minimum requirements available and the inspection fee of ₹ 60,000/- (Rupees sixty thousand) only for in shape of Bank Draft drawn in favour of DMET, Odisha.

2. INSPECTION :

On receipt of such an application, the Team of Inspectors will inspect the institution where BPT is imparted or will be imparted to assess the minimum requirements available, suitability of the institution for the purposes of training and on the adequacy of the training therein for such course. On the basis of such report Govt. may consider issue of NOC.

The Team of Inspector shall consists of following members, provided that no expert shall belong to the same institute for which inspection is to be made and one physiotherapist of repute shall be a member of the inspection team:—

- (i) The DMET or any Officer authorised by him
- (ii) The senior most Professor of a Government Medical College and Hospitals of the State from Orthopaedics or Neurology Department.
- (iii) One Professor of Physiotherapy from any specialty/Director, RSIC, Cuttack/ Physiotherapist from SVNIRTAR in the grade of HOD.

3. LAND & BUILDING :

The applicant institution should have a separate land and building for Physiotherapy training and clinical services, having adequate scope for expansion. Such building should have adequate space and should have out-patient Department, laboratories, Office space, class rooms, hostel and other ancillary facilities. The inspection team shall indicate specifically about the adequacy of the space in their report. The following requirements are to be met:—

- (i) Minimum built up area prescribed is 20,000 sqft.
- (ii) Building should be barrier free and as per NBCI guideline
- (iii) Building must be recorded on the appellate institute name or if a lease hold land it must be for at least for 10 years.
- (iv) SPACE FOR ADMINISTRATION
College building
(a) SPACE FOR ADMINISTRATION
College building –

Total built up area available for college building must be 20,000 sq. ft. (minimum requirement)

Mandatory Space Allotment (1)	No. of Units (2)	Approximate value for reference	
		Required per Unit in sq. ft. (3)	Total area required in sq. ft. (4)
Administration Office	1	750	750
Director/ Dean/ Principal/ HOD's Office	1	300	300

(1)	(2)	(3)	(4)
Professor's Office	2	150	300
Associate Professor's Office	5	100	500
Asst. Professor's Office	6	50	300
Common room for staffs	1	250	250
Space for Teaching -			
Class rooms (1 per each academic batch)- up to 40 sitting capacity.	4	500	2000
Case discussion/ seminar room (Min 50 sitting capacity).	1	600	600
Mini Auditorium Optional (Min 250 sitting capacity).	1	2000	2000
Library with reading room With adequate sitting arrangement.	1	1200	1200
Students common room (Boys)	1	500	500
Students common room (Girls)	1	500	500
Core Laboratories (Each lab must have capacity to train 40 students simultaneously).	6	1200	7200
Outdoor Patient Department as per workload.	1	3000	3000
Gymkhana	1	1200	1200
Hostel for Boys			
Hostel for Girls			

Compulsory sanitation and attached toilet facility must be available in each unit of sub-clause (a) of Section 2 separately for boys and girls and staffs/ students/ patients.

(b) LABORATORY-TOTAL AREA 7200 sq. ft. Includes total 6 labs

Laboratory (1)	Year (2)	Area in sq. ft. (3)
Anatomy*	1st BPT	1200
Physiology*	1st BPT	1200

(1)	(2)	(3)
Electrotherapy and Electro- Diagnosis	1st/3rd BPT	1200
Therapeutic Gymnasium/ Kinesiotherapy	1st/2nd BPT	1200
Clinical Skills and Evaluation/ Laboratory.	3rd/4th BPT	1200
Exercise Physiology and Fitness	2nd/3rd BPT	1200

*In case the institution is attached with any medical college steps may be taken to train the students in the laboratories of the medical college itself with necessary Official approval.

(c) College LIBRARY

	Requirements
Text Books	As per syllabus One copy of book per 10 students.
Reference Books	As per syllabus
Advanced Books	Adequate
Journals	Journal on Physiotherapy, Rehabilitation At least one National and one International indexed journals.
Mandatory Internet facility with minimum 3 computer terminals Access to e-Library equipments.	Digital Library
Audio-visual Aids	LCD Projector—One per each classroom/ Seminar / Conference Hall.

(d) HOSTEL FACILITY-Adequate hostel facility should be available for students [separate for Girls and Boys] for the outside students.

(e) SPORTS/GYMKHANA – Desirable

- Adequate sports facility for indoor and outdoor sports should be provided
- A well equipped gymnasium is recommended.
- Separate Sports Teacher with adequate qualification and experience must be appointed for this.
- Minimum space required for Sports department –Indoor–Outdoor–

(f) STAFF QUARTER–It is desirable to provide staff quarters for the Principal and HODs of the College.

(g) Other Desirable Facilities –

- Canteen facility for students and staffs
- Water cooler / safe drinking water facility
- Internet facility inside campus (Wi-Fi is desirable)
- Cycle/ Motor cycle/ Car Parking
- College campus /inside and outside surrounding must be kept neat and clean , noise and pollution free.
- Building map, available clinical services, department wise faculty list must be displayed outside/ reception for public views.

4. TEACHING DEPARTMENTS:

The institution must have the following Departments:—

	Departments	Sections
(A)	Pre/ Para clinical	Must be set up at the commencement of 1 st year B.P.T
1	Department of Movement Sciences	(a) Biomechanics, (b) Work Physiology (c) Kinesio-therapeutics
2	Department of Electro-Therapeutics and Electro-Diagnosis.	(a) Medical Physics/ Fundamentals of Electrotherapy, (b) Electrotherapy and Actino-Therapy, (c) Electro-Physiological Skills
3	Department of Cardio-Pulmonary Physiotherapy.	(a) ICU care (b) Cardio-Pulmonary Rehabilitation (c) Exercise Physiology (d) Fitness Analysis
(B)	Clinical	Must be set up at the commencement of 3rd year B.P.T
4	Department of Musculoskeletal & Sports Physiotherapy.	(a) Manual Therapy (b) Hand Rehabilitation (c) Sports Physiotherapy
5	Department of Neuro-Sciences Physiotherapy.	(a) Adult (b) Paediatrics
6	Department of Community Physiotherapy.	(a) Women's health (b) Ergonomics & Industrial health (c) Health promotion (d) Geriatrics

5. STAFF & FACULTIES:

- (a) **Director:** A qualified Physiotherapist must be the Director or Principal with experience, equivalent to Professor. In the absence of this the senior most teacher with physiotherapy qualification can be designated as acting principal.
- (b) **Other Faculties:** There are 06 Departments and the minimum No. of teachers for capacity up to 40 students must be 12 in the following pattern. For every additional 10 students 1 senior (Professor/Associate Professor) and 1 junior (Assistant Professor) teacher should be appointed. All the faculties must be full time:—

Year wise	Department	Professor <i>cum</i> Principal	Associate Professor	Assistant Professor
1st and 2nd	Any Subject	01		
	Department of Movement Sciences.		01	01
	Department of Electro-therapeutics & Electro-diagnosis.			01
	Department of Cardio-Pulmonary Physiotherapy.		01	01
3rd and 4th	Department of Musculoskeletal & Sports Physiotherapy.		01	01
	Department of Neuro-Physiotherapy.		01	01
	Department of Community Physiotherapy.		01	01
	TOTAL :	01	05	06

Total teaching staff at the end of 4 years must be

Professor .. 1

Associate Professor .. 5

Assistant Professor .. 6

Besides academic work, faculty: patient ratio should be maintained 1: 10. In addition adequate physiotherapy Tutor/ Resident/ Clinician Physiotherapists in physiotherapy may be appointed as per the clinical workload of various Department, having Tutor: patient ratio of at least 1:15.

(c) Mandatory staffs for pre clinical/ para clinical / clinical & allied subjects other than the core subjects of Physiotherapy –

The teachers for the various subjects in pre clinical/para clinical and clinical subjects must be appointed either on full time or part time basis.

(d) Mandatory Non-Teaching Staffs: (full time)

i. Office staffs (With computer knowledge)	PA/ Academic Clerk	two
ii. Laboratory staffs (Separate for each lab)	Registration Assistant Laboratory Attendant	one one
iii. Sweeper		two
iv. Librarian		one
v. Assistant Librarian		one
vi. Ward boys / Ayah-as per the Physiotherapy clinical work load		
vii. Sports Teacher		one
viii. Accountant		one
ix. Store Keeper		one

6. MINIMUM QUALIFICATION OF FACULTY – All fulltime

Designation	Qualification
Director/ Dean/Principal/ Professor	Master Degree in Physiotherapy from any recognised University/ Institution. With Ph.D. and a total of 10 years teaching experience as Associate Professor.
Associate Professor	Master Degree in Physiotherapy from any recognised University/ Institution. Higher qualification like M.Phil., Ph.D. will be preferred with full time 5 years experience as an Assistant Professor in the core subjects.
Assistant Professor	Master Degree in Physiotherapy from any recognised University/ Institution. Higher qualification like M.Phil., Ph.D. will be preferred with full time 3 years teaching experience as Tutor/ Clinician Physiotherapist
Tutor/ Clinician/ Resident Physiotherapist	Bachelor Degree in Physiotherapy/ M.P.T. preferred from any recognised University or Institution

7. MANDATORY CLINICAL FACILITY :

In case the institute has no hospital of its own, it should get tie up with any nearby medical college/ hospital and get certified from the principal of the medical college/ CDMO of the concerned district.

The institution must be attached with a minimum 250 bedded hospital/ medical college, with an indoor and outdoor facility with physiotherapy exposure in the areas such as Orthopaedics, Surgery, including Plastic Surgery, Burns, Obst & Gynaec., Medicine including Rheumatology & Neurology; Paediatrics; Respiratory Medicine including Critical Care; Radiology; Cardiothoracic & Neuro-Surgery etc. as per syllabus. A well equipped OPD facility in Physiotherapy should be available at the college premises. It is recommended that a student/patient ratio of 1:5 be maintained.

However in absence of availability of 250 bedded hospitals, similar facility may be made available in separate 100 bedded specialty hospitals, which the inspection team can better judge the situation.

The Clinical set up of the institute must be registered under “Odisha Clinical Establishment Act,1990 and Rules thereon.

8. MANDATORY LABORATORIES :

(a) **ANATOMY:** well equipped lab having adequate number of dissected specimen, mannequins, / models, and museum as per the requirement of the syllabus, Dissection is recommended.

(b) **PHYSIOLOGY:** with adequate facility provided for experiments and demonstrations as per the requirement of the syllabus e.g. blood studies, nerve-muscles studies etc.

(c) **THERAPEUTIC GYMNASIUM and KINESIOTHERAPY:**

Preferably area should be non skid wooden flooring, built in storage spaces, and minimum 03 cubicles, each equipped with an examination couch having head and foot raise facility and adequate wedges, pillows and bolsters for stabilization of the patient.

Equipments :

Cubicles- 03, Parallel Bar with Mirror- 01, Wall Bar- 01, Stair Case- 01, Suspension App.- 01, Tilt Table -01, Ergo cycles -02, Rowing Machine -01, Exam couches- 10, Exs mats- 10, Dumbbells and Springs –Adequate, Weights/Wedges – Adequate, Manual Cervical & Lumbar Traction -01, Sand Bags –Adequate, Medicine Balls -02, Therabands- set of all colours, Swiss Balls–24” & 36” 01 each, Hand Dynamometer–01, Delorm’s Boot with

weights – 02, Hand Exercise Kit – 01, CPM -01, Shoulder wheel -01, Finger ladder–01, Skates- 02, Axillary /Elbow Crutches & Walkers& Canes-Adequate, Wobble Board–01, Quadriceps Table- 01, Ankle Exerciser –01, Bed Cycle–01, Rachet-01 Wrist Roller/Wrist Exerciser–01, Wheel Chairs – 02, Pelvic Inclinometer (Desirable) – 01.

(d) ELECTRO THERAPY and ELECTRO-DIAGNOISIS :

With a provision of a central voltage stabilizer, 15 cubicles, each installed with a wooden couch, mains three point switch of 5 and 15 amp., and electric call bell.

Equipments:

15 cubicles separate power line [earthing]

Hot packs [12], Cold packs [12], PWB (hospital model)-01, Multimeter, Oscilloscope, Open circuit stimulator, Whirl pool, 1set for each 15 patients (SWD, Ultra sound, I.R., U.V.R, Diagnostic Stimulators, TENS Unit,, Interferential Current Therapy Unit, Cervical & lumbar traction Units), Lasers, Two channel E.M.G. Biofeedback, Biofeedback Multi stimulator, NCV, Evoked potential (desirable).

(e) CLINICAL SKILLS and EVALUATION LAB :

Yoga Mats / Paediatric Mats / Mats for training Neurotherapeutic Skills, Adjustable Manual Therapy Tables, Therabands & Theratubes, Swiss balls, Stability Trainers, Sensory Assessment Kit, Gait and Balance Assessment & Training Equipments, Equipment for Training of Hand Function, Stools, Benches, Wheel Chairs, Stairs Ramps for Training Transfers.

(f) EXERCISE PHYSIOLOGY and FITNESS LAB :

Computerized treadmill–1, Bicycle ergometer with speedometer- 1, Skin fold calliper–1, Body composition analyzer[Desirable]–1, Body Fat Analyzer-1, Pelvic inclinometer–1, Weighing scale with height measurement scale–1, Spirometer–1, Peak flow meter–1, Energy consumption analyzer [Desirable]–1, Pulse Oxymeter–1, ECG-, Flutter–2, Inclinatory Muscle Trainer–2, Oxygen Cylinder–1, Nebulizer-ultra sound–1, Nebuliser JET–1, Portable Suction Machine–1, B.P. Apparatus & Stethoscope–3, size respectively-one piece each, equilibrium board-one adult and one pediatric. Shuttle walk/ Agility test kit –1.

In case the institute is attached with the nearby medical college/ hospital for practical in Anatomy and Physiology, it must get a certificate from the principal of the medical college.

9. ELIGIBILITY AND ADMISSION OF STUDENTS :

The candidate should have passed the qualifying XII std./ I. Sc. examination (or equivalent) having English as a subject and a minimum of 50% marks in Science with Physics, Chemistry, Biology as mandatory subjects. For SC/ST and Physically Handicapped candidates, the minimum mark shall be 40% and 45% respectively. In case no reserve candidate is available, the vacancies will be filled up by unreserved candidates.

The selection of candidates by centralised admission and counselling to this course shall be guided as per sub-section (u) (xii) of Section 2 of O.P.E.I. Act, 2007 and rules and any other Act, Rules or guidelines, as may be notified by the Govt. from time to time.

Admission to such institutes shall be through OJEE / other Authority designated by Govt. and shall also follow the fees structures so prepared.

Fee Structure – Fees for various activities should be fixed by the “Fee Structure Committee” as per Para (06) & (07) of O.P.E.I. Act, 2007.

Proposal may be sent to ET & ET Department to place this matter before “Policy Planning Body” and “Fee Structure Committee” for admission and fee structure respectively.

10. INTERNSHIP :

Internship of the students and their remuneration for the period shall be made by the institute of internship.

11. PERMISSION :

Permission to start the course may be issued by the Government if the institution satisfies all the norms and conditions after due verification of the same by the inspection team and with specific remarks of the Director of Medical Education and Training.

12. SHIFT OF STUDY CENTRE :

Institute so permitted to conduct the courses will be allowed to shift / change of study centres only after completion of three (3) years from the date of actual commencement of the course by the first batch of students after getting orders of Government on re-inspection of the centre.

13. ACADEMIC CONTROL:

The BPT Colleges so established will be under the academic control of the DMET until the State Council (Odisha Physiotherapy Council) is formed. Periodical review and a system of inspection as a means of quality control will be made by the DMET and all his recommendations shall be carried out immediately otherwise the Government reserves the right to withdraw the permission.

14. EXISTING INSTITUTIONS :

Any person / institution / trust / society, who has already established an institution before the date of the publication of this resolution will have to accomplish the minimum requirements to continue from the academic year, 2016-17. No admission shall be made by them until then.

15. LIABILITY :

There shall not be any liability of any form on the part of Government for conducting the course or pursuing it by anybody. In the event of the closure of the institute / college by whatever name called, there shall not be any responsibilities or obligation on the Govt. to either take over the institute or admit students to Govt. institutions.

This will come in to force with effect from the date of issue of the Resolution.

ORDER

Ordered that the resolution be published in the next issue of the *Odisha Gazette* and forward a copy of the same/Secretary to Governor of Odisha/all Departments Government/Secretary Odisha Public Service Commission/The Chairman, OJEE Cell for information and necessary action.

By Order of Governor

ARTI AHUJA

Principal Secretary to Government

ANNEXURE-A**APPLICATION FORM FOR OBTAINING N.O.C. FOR B.P.T. COURSE***(Enclose separate sheet of paper for details of each item)*

Sl. No. (1)	Particulars (2)	Remarks Yes/No (3)
1	Name of the Institutions / College with Door Number, Name of the Street, Name of Town, Name of Taluk and District with Pin Code Number, e-mail, mobile and landline number.	
2	Name of the Trust, Name of the Chairman / Authorised signatory with complete postal address of the trust with Door Number, Name of the Street, Name of Town, Name of Taluk and District with Pin Code Number.	
3	Copy of the Trust Deed / Society's Deed Registered under relevant act with copy of Registration documents to be furnished.	
4	Availability of land details should be furnished. Survey No and ownership evidence should be produced. The lands to be provided for the course must be in the name and absolute possession of the trust which applies for permission for BPT Course.	
5	Availability of own pucca building—(Minimum built up area required is 20,000 Sq.ft.) Please Enclose:- A copy of approved building plan (Approved by the concerned Municipal / Corporation Authorities, Survey Number and Location of area) Building registered deed, land and building sale deed and completion Certificate from the Competent Authority.	
6	Availability of separate Hostel for Men and Women. Enclose: Approved building plan. Document of Ownership of Hostel or Lease agreement duly registered in the Registrar.	
7	Availability of space as per Section 3 of the guideline	

8	Availability of Teaching Departments as per Section 4 of the guideline.	
9	Availability of Staff & Faculty as per Section 5 & 6 of the guideline	
10	Availability of Mandatory Clinical Facility as per Section 7 of the guideline.	
11	Availability of Mandatory Laboratories as per Section 8 of the guideline.	
12	Inspection fee of Rs. 60,000/- in shape of Bank Draft drawn in favour of DMET, Odisha "Selection Fees".(enclose original Bank Draft).	

Full Name and Signature of Applicant